

Date: Wednesday, 21 March, 2018

Chair: Cody Waite

Time: 5:30 pm

Recording Secretary: Krista Harris

Location: Carleton 139

1. Call to Order
2. Roll Call/Call for Quorum = Yes.
3. Wolastoq Acknowledgement – The Graduate Student Association at the University of New Brunswick recognizes and honours the Wolastoq Nation and their unceded territories where we have gathered today.
4. Adoption of Agenda – move elections to number 5 and add the announcement of the Task Force. Moved by Interdisciplinary and seconded by UNBSJ. In favor = yes. Opposed = none.
5. Election – VP Societies and Events – Jacqueline, first year Chemistry student. Will ask her to step out and if no one is opposed vote by a show of hands. All those in favour by a show of hands – unanimous. Opposed = none. Congratulations and Welcome.
6. Approval of minutes – February 2018 – moved by Interdisciplinary and seconded by Computer Science. All those in favor = yes. Opposed = none.
7. Summary of Executive Activities (All Executive Members)

President – Brittany

Reporting Period: February 2018

- Feb 1 - Met with Tabatha Armstrong and Cody Waite to discuss collaboration between Arts, GSA, and Bar for 'Pints and Perspectives.'
 - Feb 2 - Met with VP Finance to finalize workshops, media release, general GRC work, lobby doc administration emails
 - Feb 7 - GSA Exec Meeting
 - Feb 7 - February 2018 newsletter sent to graduate students o Contained info on GRC, Workshops, Election, Events, etc.
 - Feb 8 – Fredericton Transit Meeting – Bus pass negotiations
 - Feb 13 – Student VIP Mid-year report meeting
 - Feb 14 – GSA Exec Meeting (Health and Dental)
 - Feb 15 – GSA Council Meeting
 - Feb 16 – VP SJ Search Consultation with GSA and UGSW
 - Feb 21 – GSA Budget Meeting with Council
 - Feb 28 – GSA Exec Meeting (New VP External and updates)
- Graduate Research Conference o Website: www.grc.unbgsa.ca – Visit for full schedule and program!
- Continue to meet with GRC planning committee to discuss updates, peer reviewing, and schedule/program of conference

- Working on monthly newsletters
- Upcoming Dooly's night and board game night at Grad House (see newsletters for details)

VP Academic – Kang

Feb 8, SGS executive committee meeting
 Feb 14, GSA executive meeting
 Feb 15, GSA council meeting
 Feb 21, GSA budget meeting
 Feb 28, GSA executive meeting

Fredericton Senate
 Senate Nominating Committee
 SGS Executive Committee

March 23rd Graduate Research Conference

VP Admin.- Scott

GSA Exec meetings
 0 hours
 1 hours
 Bylaw Committee meeting
 1 hours
 Adding previous meeting minutes to website.
 0.5 hours
 Creation of tags for councilors

VP Finance – Bipin

Traveled to Saint John to discuss with the Saint John GSA
 Met with Student VIP to discuss Mid-Year plan and also discussed the rates for the new plan for the upcoming year.
 Worked on the GSA Budget and Health and Dental Plan.
 Met with the Dean of Graduate Studies.
 Internal review of accounts and banking.
 Internal Administration.
 Presented the GSA budget.
 Worked on the GSA By-laws.
 Attended GRC Planning Committee.
 Worked on getting the workshops in the lead up to GRC.
 Host the 25th Annual Graduate Research Conference.
 Get the Audited reports for all pending years by August 2018.
 Create new employment contracts.

8. Committee Reports:

Executive Director's report (Krista Harris) – Helped prepare & finalize the Budget for the upcoming year. Executive meeting with new VP to discuss roles & responsibilities. Prepared the minutes for the January council meeting. Met with Student VIP representatives to review the Mid-Year report. Updated & submitted the WCB liquor license. Quikbooks training continues. Conference call with

the Student VIP Marketing team – SAP & materials for UNB SJ & upgrades/improvements to the MBC portal to streamline enrollment for Fall. Worked with the GRC team to organize the Social event at WCB. Renewal of house Insurance completed with Cooke. New keys cut with Facilities management. Explored options to resolve drain tile issues with independent contractor through UNB.

Finance Committee (Bipin Kumar, VP Finance) – Investigated and discussed November enrollment discrepancies. Difficult to obtain real numbers. If we can find information through Graduate administrators and total up the number of FT/PT/ for Fall & Winter by department that information would be very useful. Q? Interdisciplinary: Do we also get the number of drop outs? Bipin responds yes, numbers are reported 2X/term. Q? Scott: What was Education's number discrepancy? Cody responds: the numbers never matched. Amy: point of order: Should this be In-Camera? Cody responds: no, they are aware, we have asked for a meeting many times. To explain the Education situation, we have been doing much digging on this and the answers are continuously not accurate, and the corresponding dollar amounts are not correct. The executive at this point is asking the individual societies to get involved by getting individual department numbers for this academic year. Please help as we continue to work on this and report back with any information obtained. Q?: Amy – can this put individual departments in trouble? Chair responds: no on the university side of things these numbers should be public. Amy replies: I fear they will not be forthcoming as they fear they will get in trouble. Chair responds: we believe they are aware, we are simply the first group to ask for the numbers. Q? Mechanical Engineering: In the case that you discover that the numbers are wrong, what does the GSA plan to do? Chair: at that point we will bring the information back to Council for a directive action. Bipin adds, we know there are discrepancies but so far no one has connected the dots. We are also working on this with the Faculty representative who would like to take the data public as they have much more experience with these situations. Q? Interdisciplinary: some departments have so many sections have you considered? Bipin responds: yes, we are aware of the various departments and are looking into the different programs, for example, TME which is actually part of Mechanical Engineering. Chair adds: this is very important as it effects university funding from the province and lower numbers place UNB graduate students lower on the list as a result. Q? Mechanical Engineering: do the numbers get reported publicly? Chair responds: yes, but they are the numbers reported for the UNB budget. As a result, we are seeking out additional information.

Events Committee (Brittany, President & VP Societies and Events) – GRC Friday – Registration begins at 7:30 am. Come and check it out.

By-Law Committee (Scott, VP Admin) – to be discussed in New Business.

1. New Business

Bylaw committee:

Second viewing of bylaw changes: Any issues with the numbers now on the second time around? None. Moved by VP Admin and seconded by Saint John rep. All those in favor = yes, opposed = none.

Updating bi-laws to better reflect the operations of the GSA going forward. All proposed changes have been sent out by DIP files and this is a call for questions now that you have all had a chance to review.

Voting on bylaw changes – Chair: if no issues these changes will be sent via ‘track changes’ very soon and this will be the first reading. Moved by VP Admin and seconded by Computer Science. All those in favor = yes. Opposed = none.

Graduate Student Task Force announcement: will be comprised of an admin and three people from the student body. The GSA would like to do one better. We will have a representative, but we would also like to form our own committee with members from each faculty. We will send out a call by email. If you are interested please let us know, we would like as many graduate student voices as possible. Q?: Forestry – what about our department as many of us are away doing field work? Chair responds: this is true, however, the deadline is not until October 31st so there will be the first two months of the term to weigh in. Amy states that the Dean has set the deadline to submit a delegate for this Friday. If Brittany will be the GSA representative and I will be the UGSW representative perhaps we should pair up and take a good cop/bad cop approach? Chair: my recommendation would be that Brittany, our President be the official delegate. Moved by Computer Science and seconded by Interdisciplinary. All those in favor = yes, opposed = none. Q? GGE: how many faculty? Chair responds: eight. GGE: different faculties have very different numbers – will this be representative? Chair responds: this is a jump off point to look at the workload required, the committee is simply our idea on how to best spread out the workload. Q?: Saint John rep: do you want us to organize a mirror committee so we are ready and of the same mindset? Chair responds: we can discuss this further. SJ rep: also, some faculty members may feel slighted at not being invited and we may have support from them as well. The faculty members are primary support in the discrepancy of funding for students and they are impacted by this as well.

1. Announcements: UGSW President: for anyone who is familiar with the UNB grievance process there is an opportunity to make one hundred dollars. PSAC will be providing training on the 21st/22nd. Employee/employer and administration/impoverished student. Opportunity to raise your concerns and put a new skill in your tool kit. Please see Facebook for details.
2. Adjournment: Moved by Saint John and seconded by GGE.